
**JUSTICE CABINET DEPARTMENT OF CORRECTIONS
JOB OPPORTUNITY ANNOUNCEMENT
AN EQUAL OPPORTUNITY EMPLOYER M/F/D**

The jobs listed below are posted on the Kentucky Personnel Cabinet's web site,
which can be accessed at: www.personnel.ky.gov

March 25, 2016

ACCOUNTANT III— (Lyon County-Kentucky State Penitentiary-Grade 10—(\$2139.80 – \$2834.88) MINIMUM REQUIREMENTS: High school graduate. Must have four years of accounting, bookkeeping or fiscal clerical experience. Training in accounting, business administration, business education, office administration or a related field will substitute for the required experience on a year-for-year basis. Accounting, bookkeeping or fiscal clerical experience will substitute for the required education on a year-for-year basis.

ADMINISTRATIVE SPECIALIST II—(Franklin County – Central Office/Probation and Parole)—Grade 10—(\$2006.08 - \$2657.70) MINIMUM REQUIREMENTS: Graduate of a college or university with a bachelor's degree. Must have one year of professional, administrative or business experience. Additional education will substitute for the required experience on a year-for-year basis. Additional administrative, business, research and/or clerical experience will substitute for the required education on a year-for-year basis.

ADMINISTRATIVE SPECIALIST II—(Oldham County – Luther Lockett Correctional Complex)—Grade 10—(\$2006.08 - \$2657.70) MINIMUM REQUIREMENTS: Graduate of a college or university with a bachelor's degree. Must have one year of professional, administrative or business experience. Additional education will substitute for the required experience on a year-for-year basis. Additional administrative, business, research and/or clerical experience will substitute for the required education on a year-for-year basis.

ADMINISTRATIVE SPECIALIST III—(Fayette County— Blackburn Correctional Complex)—Grade 12—(\$2589.26 - \$3430.10) MINIMUM REQUIREMENTS: Graduate of a college or university with a bachelor's degree. Must have three years of professional, administrative or business experience. Additional education will substitute for the required experience on a year-for-year basis. Additional administrative, business, research and/or clerical experience will substitute for the required education on a year-for-year basis.

ADMINISTRATIVE SPECIALIST III—(Lyon County— Kentucky State Penitentiary)—Grade 12—(\$2589.26 - \$3430.10) MINIMUM REQUIREMENTS: Graduate of a college or university with a bachelor's degree. Must have three years of professional, administrative or business experience. Additional education will substitute for the required experience on a year-for-year basis. Additional administrative, business, research and/or clerical experience will substitute for the required education on a year-for-year basis.

CARPENTER SUPERVISOR—(Oldham County – Kentucky State Reformatory)—Grade 10—(\$2139.80 - \$2834.88) MINIMUM REQUIREMENTS: Must have 4 years of carpentry experience. Vocational or technical school training in carpentry or a related field will substitute for the experience on a year-for-year basis.

CLASSIFICATION & TREATMENT OFFICER I—(Boyle County - Northpoint Training Center)—Grade 12—(\$2589.26 - \$3430.10) MIN REQUIREMENTS: Graduate of a college or university with a bachelor's degree.

CLASSIFICATION & TREATMENT OFFICER I—(Oldham County- Roederer Correctional Complex)—Grade 12—(\$2589.26 - \$3430.10) MIN REQUIREMENTS: Graduate of a college or university with a bachelor's degree.

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CORRECTIONAL FARM CREW LEADER—(Oldham County—Roederer Correctional Complex)—Grade 9—(\$1945.50-\$2577.30) MINIMUM REQUIREMENTS: High school graduate. Must have one year of agricultural experience. Additional education or training in agriculture will substitute for the experience on a year for year basis. Must be 21 years of age.

CORRECTIONAL INDUSTRIES OPERATIONS MANAGER-(Elliott County—Kentucky Correctional Industries/Little Sandy Correctional Complex)—Grade 15—(\$3446.22-\$4565.44) MINIMUM REQUIREMENTS: Graduate of a college or university with a bachelor's degree. Must have three years specific trade(s) experience in welding, metal working, woodworking, sewing machine operating, sign making, graphic arts, offset photolithographic or screen process printing, wood furniture making, paneling, clothing manufacturing, furniture upholstery, furniture refinishing, mattress manufacturing, soap manufacturing, metal fabricating, embroidery, two-way radio repair, or data entry work, plus one year of experience in the supervision of employees in any field. Additional experience or technical training in one of the above fields will substitute for the required education on a year-for-year basis. Must possess a valid driver's license.

CORRECTIONAL INDUSTRIES PRODUCTION COORDINATOR—(Morgan County—Kentucky Correctional Industries/Eastern Kentucky Correctional Complex)—Grade 12—(\$2589.26-\$3430.10) MIN. REQUIREMENTS: High School graduate. Must have 2 years of specific trade(s) experience in welding, metalworking, woodworking, sewing machine operating, sign making, graphic arts, offset, photolithographic or screen process printing, wood furniture making, paneling, clothing manufacturing, furniture upholstery, furniture refinishing, mattress manufacturing, soap manufacturing, metal fabricating, embroidery, 2-way radio repair, or data entry work, plus one year experience in the supervision of employees in any field. Additional education in one of the above fields will substitute for 1 year of the specific trades experience on a year-for-year basis.

CORRECTIONAL LIEUTENANT- (Morgan County – Eastern Kentucky Correctional Complex) Grade 11—(\$2750.00 - \$3118.28) MIN REQUIREMENTS: High school graduate. Must have 2 years of experience in corrections, law enforcement, criminal justice, or social work dealing with the rehabilitation of offenders. An associate's degree from a college or university in corrections, criminal justice, law enforcement, or a related field will substitute for 6 months of the required non-supervisory experience. A bachelor's degree from a college or university in corrections, criminal justice, law enforcement or a related major field will substitute for 1 year of the required non-supervisory experience. Must be 21 years of age.

CORRECTIONAL LIEUTENANT- (Oldham County – Luther Lockett Correctional Complex) Grade 11—(\$2750.00 - \$3118.28) MIN REQUIREMENTS: High school graduate. Must have 2 years of experience in corrections, law enforcement, criminal justice, or social work dealing with the rehabilitation of offenders. An associate's degree from a college or university in corrections, criminal justice, law enforcement, or a related field will substitute for 6 months of the required non-supervisory experience. A bachelor's degree from a college or university in corrections, criminal justice, law enforcement or a related major field will substitute for 1 year of the required non-supervisory experience. Must be 21 years of age.

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CORRECTIONAL SERGEANT— (Muhlenberg County – Green River Correctional Complex) Grade 10—(\$2500.00 - \$2834.88) MIN REQUIREMENTS: High school graduate. Must have 1 year of experience in corrections, law enforcement, criminal justice or social work dealing with the rehabilitation of offenders. An associate's degree from a college or university in corrections, criminal justice, law enforcement or a related field will sub. for 6 months of the required experience. A bachelor's degree from a college or university in corrections, criminal justice, law enforcement or a related major field will substitute for 1 year of required experience. Must be 21 years of age.

CORRECTIONAL SERGEANT— FIVE POSITIONS: (Oldham County – Luther Luckett Correctional Complex) Grade 10—(\$2500.00 - \$2834.88) MIN REQUIREMENTS: High school graduate. Must have 1 year of experience in corrections, law enforcement, criminal justice or social work dealing with the rehabilitation of offenders. An associate's degree from a college or university in corrections, criminal justice, law enforcement or a related field will sub. for 6 months of the required experience. A bachelor's degree from a college or university in corrections, criminal justice, law enforcement or a related major field will substitute for 1 year of required experience. Must be 21 years of age.

CORRECTIONS PROGRAM ADMINISTRATOR—(Oldham County —Roederer Correctional Complex)—Grade 15—(\$3446.22-\$4565.44) MINIMUM REQUIREMENTS: Graduate of a college or university with a bachelor's degree. Must have 4 years of professional experience in corrections, juvenile justice, criminal justice, law enforcement, recreation, academic or vocational education, health services or education, dietary or food management, construction project management, social work dealing with the rehabilitation of the offender or related field. A master's degree will substitute for 1 year of the required experience.

CORRECTIONS RECREATION LEADER—(Oldham County— Kentucky State Reformatory)—Grade 11—(\$2354.04 - \$3118.28) MINIMUM REQUIREMENTS: Graduate of a college or university with a bachelor's degree. Experience in planned recreation, physical education or related activities will substitute for the required education on a year-for-year basis

ELECTRICIAN LICENSED SUPERVISOR—(Oldham County —Kentucky State Reformatory)—Grade 12—(\$2589.26 - \$3215.72) MINIMUM REQUIREMENTS: Must have five years of experience as an electrician. Related vocational or technical school training will substitute for the experience on a year-for-year basis.

HUMAN RESOURCE SPECIALIST II—(Lyon County — Kentucky State Penitentiary)—Grade 11—(\$2354.04 - \$3118.28) MIN. REQUIREMENTS: Graduate of a college or university with a bachelor's degree. Must have 1 year of professional experience in personnel programs, business administration, public administration, research, statistics or a related field. Additional professional experience in the above fields will substitute for the required education on a year-for-year basis.

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MAINTENANCE SUPERVISOR — (Lyon County—Kentucky State Penitentiary) Grade 9—(\$1945.50 - \$2577.30) MINIMUM REQUIREMENTS: Must have three years of building maintenance, grounds maintenance, general trades, skilled trades or mechanical maintenance experience. Formal training in one of the above or related fields will substitute for the experience on a year-for-year basis.

MECHANICAL MAINTENANCE & OPERATIONS TECHNICIAN II—(Boyle County – Northpoint Training Center) Grade 9—(\$1945.50 - \$2577.30) MINIMUM REQUIREMENTS: Must have three years of experience in the maintenance and/or repair of air conditioning, heating, refrigeration, ventilation or electrical systems. Formal training in one of the above or related fields will substitute for the experience on a year-for-year basis.

MECHANICAL MAINTENANCE & OPERATIONS TECHNICIAN III— (Oldham County – Kentucky State Reformatory) Grade 10—(\$2139.80 - \$2834.88) MINIMUM REQUIREMENTS: High school graduate. Must have 4 years of experience in the maintenance and/or repair of air conditioning, heating, refrigeration, ventilation or electrical systems. Formal training in 1 of the above or related fields will sub for the experience on a year-for-year basis. Experience in 1 of the above or related fields will sub for the education on a year-for-year basis

MECHANICAL MAINTENANCE & OPERATIONS TECHNICIAN III— (OLDHAM County – Kentucky State Reformatory) Grade 10—(\$2139.80 - \$2834.88) MINIMUM REQUIREMENTS: High school graduate. Must have 4 years of experience in the maintenance and/or repair of air conditioning, heating, refrigeration, ventilation or electrical systems. Formal training in 1 of the above or related fields will sub for the experience on a year-for-year basis. Experience in 1 of the above or related fields will sub for the education on a year-for-year basis

OFFICE SUPPORT ASSISTANT II-(Harrison County- Probation & Parole) Grade 8— (\$1658.16 - \$2196.52) MINIMUM REQUIREMENTS: High school graduate. Must have two years of office support experience. Additional education will substitute for the required experience on a year-for-year basis.

OFFICE SUPPORT ASSISTANT II-(Muhlenberg County- Green River Correctional Complex) Grade 8—(\$1658.16 - \$2196.52) MINIMUM REQUIREMENTS: High school graduate. Must have two years of office support experience. Additional education will substitute for the required experience on a year-for-year basis.

OFFICE SUPPORT ASSISTANT II-(Oldham County- Roederer Correctional Complex) Grade 8—(\$1658.16 - \$2196.52) MINIMUM REQUIREMENTS: High school graduate. Must have two years of office support experience. Additional education will substitute for the required experience on a year-for-year basis.

PLUMBER LICENSED—(Oldham County—Kentucky State Reformatory)—Grade 10— (\$2139.80-\$2834.88) MINIMUM REQUIREMENTS: Must be licensed as a journeyman plumber by the Department of Housing, Buildings and Construction.

PLUMBER LICENSED SUPERVISOR—(Lyon County— Kentucky State Penitentiary) Grade 12—(\$2589.26 - \$3430.10) MINIMUM REQUIREMENTS: Must be licensed as a master plumber by the Department of Housing, Buildings and Construction.

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PROBATION AND PAROLE OFFICER- (McCracken County–Probation & Parole) - GRADE: 12 – (\$2427.44 - \$3215.72) MINIMUM REQUIREMENTS: Graduate of a college or university with a bachelor's degree. Must be 21 years of age.

PROBATION AND PAROLE OFFICER- (Harlan County–Probation & Parole) - GRADE: 12 – (\$2427.44 - \$3215.72) MINIMUM REQUIREMENTS: Graduate of a college or university with a bachelor's degree. Must be 21 years of age.

PROBATION AND PAROLE OFFICER- (Boyd County–Probation & Parole) - GRADE: 12 – (\$2427.44 - \$3215.72) MINIMUM REQUIREMENTS: Graduate of a college or university with a bachelor's degree. Must be 21 years of age.

PROBATION AND PAROLE OFFICER- (Jefferson County–Probation & Parole) - GRADE: 12 – (\$2427.44 - \$3215.72) MINIMUM REQUIREMENTS: Graduate of a college or university with a bachelor's degree. Must be 21 years of age.

PROBATION AND PAROLE OFFICER- TWO POSITIONS: (Wolfe County–Probation & Parole) - GRADE: 12 – (\$2427.44 - \$3215.72) MINIMUM REQUIREMENTS: Graduate of a college or university with a bachelor's degree. Must be 21 years of age.

SAFETY SPECIALIST—(Lyon County—Kentucky State Penitentiary)— Grade 11— (\$2354.04-\$3118.28) MINIMUM REQUIREMENTS: Graduate of a college or university with a bachelor's degree. Must have two years of experience in safety operations and/or inspection. Additional administrative, safety operations and/or inspection experience will substitute for the required college on a year-for-year basis.

Recurring Positions:

CORRECTIONAL OFFICER- (Bell, Boyle, Elliot, Fayette, Lyon, Morgan, Muhlenberg, Oldham, & Shelby counties) —Grade 9-(\$2200 - \$2,416.22)

MIN. REQUIREMENTS: High School or GED. Must be 21 years of age.

**PERSONNEL CABINET
STATE OFFICE BUILDING, 1ST FLOOR
501 HIGH STREET
FRANKFORT, KENTUCKY 40601**

All applicants must complete an application on Personnel Cabinet's Career Opportunities System (COS) and apply for the vacancies in which they are interested in being considered. Applicants should be aware that in COS, they **apply for each vacancy through separate on-line application actions**. Paper applications are no longer accepted by Personnel Cabinet. This differs from the previous paper-based application system in that applicants no longer remain on registers once they are approved for a classification. Qualified applicants are considered only for those jobs to which he/she has applied.

To get more information about the Career Opportunities System including how to apply for jobs, please visit <http://Careers.KY.GOV> For questions regarding Applications, Counseling, or Registers, please call Personnel Cabinet, (502) 564-8030.

****IMPORTANT****

The Department of Corrections is not liable for the aforementioned information. This listing is provided to departmental employees as a courtesy. For official information of availability, grade and salary information, and minimum requirements, please visit the Personnel Cabinet website at www.personnel.ky.gov.